Minutes for The State of North Carolina Forensic Science Advisory Board Meeting (NCFSAB)

Meeting – September 19 – 9am North Carolina State Crime Laboratory Raleigh, NC

Board members present: Judge Joe John, Peter Marone (Chair), Michael Coble, Tracey Dawson Cruz, David Hinks, Amanda Julian, Roger Kahn, Alka Lohmann, Bruce McCord, Christopher Palenik, Ronald Singer, Deborah Radisch, Leonard Stefanski, Robert Zipf Board members not present: Kermit Channell, Marcia Eisenburg, Bethany Pridgen, Peter Stout Others in attendance: Jonathan Dilday, Deena Koontz, Joy Strickland, Matthew Boyatt, Michael Budzynski, Chuck McClelland, Timothy Suggs, Sarah Rackley, Karen Morrow, Terri Sims, James Faggart, Robert Evans, Ann Hamlin, Joe Reavis (via teleconference), Suzi Barker, Peter Ware, Lori Knops, Christopher McKinney, Jennifer Councilman, Stormie Forte (Ombudsman – NC State Bureau of Investigation)

The meeting was called to order by Chairman Marone at 9:08am. After the welcome, the Board unanimously approved the minutes from the previous meetings as provided.

Attendance

The Board and its legal counsel discussed Board Member Eisenberg's absences. The Board unanimously approved a motion to have Judge John and SBI Crime Laboratory staff draft a letter to Ms. Eisenberg, for Chairman Marone's signature, stating the Board's bylaws regarding absences and encouraging her participation in future Board meetings.

<u>Update Report to Board & Discussion</u>

Judge John asked non-board members in attendance to introduce themselves. Following the introductions Judge John updated the Board on certain issues pertaining to the Laboratory. Items discussed: 1) Legislative issues involving Laboratory provisions; 2) ISO 17025 procedures implementation; 3) Analyst certification progress.

The meeting adjourned for a brief break at 10:19am.

Following the break, Judge John and Laboratory staff continued to update the Board on issues involving the Laboratory. Items discussed: 1) Western Laboratory planning; 2) Defense Attorney Laboratory tours; 3) Lab Director presentations.

Ombudsman Stormie Forte

Following the updates, SBI Ombudsman Stormie Forte was recognized. Forte introduced herself to the Board, and discussed her role as Ombudsman and the work she performs. Forte also fielded questions from Board members regarding her role as it pertains to the Laboratory.

Update on Board-Recommended Initiatives & Discussion

Following Forte's remarks, discussion moved to Board-recommended initiatives. Judge John and Laboratory staff presented information to the Board on the following initiatives: 1) Accreditation process for analysts; 2) Improvements in streamlining the hiring process; 3) Equipment replacement plan.

A motion was made to go into Executive Session to discuss specific personnel issues. However, after a brief discussion with the Board's legal counsel the motion was withdrawn. The Board adjourned for lunch at 12:05pm.

Update on Board-Recommended Initiatives & Discussion

The meeting reconvened from lunch at 1:12pm. Chairman Marone announced the agenda for the remainder of the meeting. Laboratory staff provided updates regarding the following initiatives: 1) TCSC and Forensic Advantage; 2) Case management guidelines; 3) Case inventory reduction plan; 4) Legislative efforts.

Judge John asked Board members to email Timothy Suggs (<u>Tsuggs@ncdoj.gov</u>) with their suggestions for improving the Laboratory's case management plan.

Conclusion & Planning for Next Meeting

The Board began planning for its next meeting. In preparation for the meeting, Board members were assigned to 5 committees to examine specific areas within the Laboratory. The committees will provide reports to the Board at its next meeting. The committees are:

QA Manual & Safety Manual Committee

Board Members: All Board members Coordinator: Amanda Julian SBI Contact: Mark Boodee

(919)662-4500

Mboodee@ncdoj.gov

Biology Committee

Board Members: Roger Kahn, Michael Coble, Tracey Cruz, Bruce McCord, Marcia Eisenburg

Coordinator: Michael Coble

SBI Contact: TBD (To be determined)

Chemistry (Drugs &Toxicology) Committee

Board Members: Peter Stout, Alka Lohmann, Bruce McCord, Bethany Pridgen

Coordinator: Peter Stout
SBI Contact: Ann Hamlin

(919)662-4500 Ahamlin@ncdoj.gov

Trace/Digital/Latent Evidence & Firearms Committee

Board Members: David Hinks, Christopher Palenik, Leonard Stefanski, Ronald Singer

Coordinator: David Hinks
SBI Contact: Timothy Suggs

(919)662-4500 Tsuggs@ncdoj.gov

Case Management & Evidence Handling Committee

Board Members: Kermit Channell, Bethany Pridgen

Coordinator: Kermit Channell

SBI Contact: TBD (To be determined)

Chairman Marone opened the floor for Board members to discuss any concerns or issues they may have regarding the Laboratory.

Adjournment

Following a brief discussion, future Board meetings were scheduled for Tuesday, January 15^{th} , 2013 & Tuesday, April 9^{th} , 2013. The meeting was adjourned at 3:10pm.